




Specification

Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts

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	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 2 of 28

About this document

Purpose	<p>This document specifies Aker BP requirements additional to NOROK WA-S-006:2020, Annexes C, D and E “HSEQ requirements”, and is structured to correspond with NOROK WA-S-006:2020 including headlines and numbering. This document shall thus be read in conjunction with NOROK WA-S-006:2020.</p> <p>This document serves as the HSSE and Quality sections of the Contract.</p>
Valid for	This specification applies to Aker BP Contracts in all organizational units.
Revision Period	3 Years
Non-conformity/ Deviations	If unable to comply with requirements stated in this document, process for deviations and non-conformity applies. In addition, any deviations from these requirements shall be agreed with the relevant discipline and documented in the contract.

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Rev.no.	Date	Description of Change
3.0	2025-12-04	Major simplification and update of requirements, harmonised with ongoing clarifications.
2.0	2023-10-23	Harmonised with updated Supply Chain & Logistics BMS and Governing Documents. Include Contract Mode relevance per section. Updates also based on HSSEQ review input. Major updates regarding External Environment and Risk Management.
1.0	2023-02-28	New governing document for Aker BP. Published in Ivalua 28.02.2023.




	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 3 of 28

Table of Contents


1	Instruction for Use	6
1.1	General HSE Requirements (Company Specific Section)	6
1.1.1	HSSEQ Requirements Demarcation	6
2	Normative References	6
3	Definitions	6
4	Abbreviations	10
5	Operating Management System	10
5.1	Introduction	10
5.2	Policies, Standards and Objectives	10
5.3	Processes and Systems	10
5.4	Interface Between CONTRACTOR and Company	10
5.4.1	Quantitative Risk Analysis (QRA) and Emergency Preparedness Analysis (EPA) (Company Specific Section)	10
5.4.2	Bridging Document (Company Specific Section)	10
5.5	Conditions Affecting the Qualification Status	11
5.6	CONTRACTOR's Qualification And Follow-Up Processes for SUBCONTRACTORs And Their CONTRACTORs	11
5.7	Sustainability (Company Specific Section)	11
6	CONTRACTOR's Audit and Verification Programme	11
6.1	Contract specific audit and verification programme	11
6.2	Management Site Inspections Programme (Company Specific Section)	12
7	Company's Audit and Verification Rights	12
7.1	Remote Inspections, Audits, and Verifications (Company Specific Section)	12
8	CONTRACTOR's Organisation	12
8.1	Organisation	12
8.2	Employee Involvement	12
8.3	Competence and Training	12
8.4	Experience Transfer	13
9	Health and Working Environment, Safety, Security, Social Responsibility including Human Rights and the Environment (HSE)	13
9.1	General	13
9.1.1	Introduction	13
9.1.2	Contract Specific HSE Plan	13
9.1.3	Emergency Response Management	13
9.1.4	Security	14
9.1.5	Incident Management Systems	15
9.1.6	Notification and Reporting of HSE Incidents	15
9.1.7	Incident Investigation	15
9.1.8	HSE and ESG performance reporting (Company Specific Section)	16

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 4 of 28

9.2	Health and Working Environment, Safety	17
9.2.1	Health Service	17
9.2.2	Alcohol and Drugs	17
9.2.3	Preventing Substance Abuse	17
9.2.4	Working Hours	17
9.2.5	Work Environment Surveys	17
9.2.6	Chemicals	17
9.2.7	Hazardous Exposure in Working Environment	18
9.2.8	Radioactive Sources	18
9.2.9	Explosives	18
9.2.10	Prevention of Falling Objects	18
9.2.11	Safe Use of Lifting Equipment	18
9.2.12	Personal Protective Equipment	18
9.2.13	Employee Safety Representative	18
9.3	External Environment	18
9.3.1	General	18
9.3.2	Greenhouse gas emissions	19
9.3.3	Pollution	19
9.3.4	Water	19
9.3.5	Biodiversity	19
9.3.6	Circular economy	20
9.3.7	Waste management	20
9.4	Human Rights	21
9.5	Breach of Security, Safety and/or Working Regulations	21
9.5.1	Introduction	21
9.5.2	Orders, Prohibition Notices and Demands for Improvement	21
9.6	Work at Company's Site	21
9.6.1	General	21
9.6.2	Emergency Response Management	21
9.6.3	Work Permits and Identification	21
9.6.4	Notification and Reporting of HSE Incidents	21
9.6.5	Investigation of HSE Incidents	21
9.6.6	Chemicals	21
9.6.7	Working Hours	21
9.6.8	Employee Safety Representative	21
10	Quality Management	21
10.1	Quality Management System	21
10.2	Quality Plan	21
10.3	Inspection and Test Plan (ITP)	22
10.4	Quality Incidents and Nonconformities (Company Specific Section)	22
10.5	Deviation Permit and Concession	23
10.6	Quality Records	23

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 5 of 28

10.7	Quality Performance Reporting (Company Specific Section)	23
11	Risk Management.....	23
12	Security Requirements for Offshore Delivery of Material	24
12.1	Material in Sealable Containers	24
12.2	Norwegian Oil and Gas Association Security Agreement	24
13	Special Requirements for Diving Projects (Company Specific Section).....	24
13.1	General	24
13.2	Documentation	25
13.2.1	Documents to be provided for the Consent to Dive Application:	25
13.2.2	Documents to be provided prior to verification activities:	25
13.2.3	Documents to be provided prior to offshore operations campaigns	26
13.3	Health service	26
13.4	Health surveillance	26
13.5	Working environment	27
13.6	Safety representatives	27
13.7	Familiarisation	27
13.8	Diving records	27
13.9	Succession management	28
13.10	Reporting	28
13.10.1	General	28
13.10.2	Special reporting requirements for diving operations	28
13.10.3	Diving activity reporting	28

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 6 of 28

1 Instruction for Use

This document specifies COMPANY requirements additional to NORSOK WA-S-006:2020, Annexes C, D and E “HSEQ requirements”, and is structured to correspond with NORSOK WA-S-006:2020 including headlines and numbering. This document shall thus be read in conjunction with NORSOK WA-S-006:2020. (The NORSOK WA-S-006 “self-assessment and evaluation” shall not be used, as this is covered by Magnet JQS).

This document serves as the HSSE and Quality sections of the Contract.

For some of the sections there are no additional Aker BP requirements to the NORSOK WA-S-006:2020 requirements. These sections are intentionally represented as headlines only and correspond with NORSOK WA-S-006:2020 headlines.

Sections that are added and that do not correspond with NORSOK WA-S-006:2020 headlines are identified in the headline with added “(COMPANY specific section)”.

For further references in this document to NORSOK WA-S-006, this shall be read as NORSOK WA-S-006:2020.

1.1 General HSE Requirements (Company Specific Section)

CONTRACTOR shall follow the requirements stated in NORSOK WA-S-006:

- Normative references listed in Section 2 Normative References
- HSSEQ requirements in Annexes C, D, and E as appropriate to the relevant contract mode

The COMPANY requirements specified in this document shall be included in the different contract modes according to NORSOK WA-S-006:2020 Table B.4 “Table of content – for administrative HSEQ requirements in contracts”.

1.1.1 HSSEQ Requirements Demarcation

The provisions of this Appendix shall be applicable to all WORK performed at COMPANY controlled WORKSITE(S), and to any other WORKSITE(S) as specified in the CONTRACT, HSE BRIDGING DOCUMENT or HSE PLAN.

2 Normative References

CONTRACTOR shall comply with:


- CLP and Reach regulations;
- Biocide regulations;
- Offshore Norge guidelines: 003 Recommended guidelines for check-in and security checks at helicopter terminals;
- NORSOK S-002 Regarding Work Environment

3 Definitions

For the sole purpose of this Appendix the following words, acronyms and/or phrases shall have the meanings assigned to them.

ASPECTS

See definition in NORSOK WA-S-006.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 7 of 28

EMERGENCY RESPONSE

Technical, operational, and organisational measures, including necessary equipment that are planned to be used under the management of the emergency organisation in case hazardous or accidental situations occur,

in order to protect human and environmental resources and assets (ref NORSOK Z-013).

ENVIRONMENT OR ENVIRONMENTAL

Any or all living organisms including the ecological systems of which they form part and the following media (alone or in combination):

- a) air, including the air within the buildings and the air within other natural or man-made structures whether above or below ground
- b) water, including without limitation water under or within land or in drains or sewers and surface, ground, coastal and inland waters
- c) land, including surface land, sub-surface strata, land under water and natural and manmade structures, and
- d) in the case of a person, his/her senses, and his/her property.
- e) climate, including direct and indirect greenhouse gas emissions, also referred to as Scope 1, 2 and 3 emissions

HARMONISED OFFSHORE CHEMICAL NOTIFICATION FORMAT or HOCNF

A standardised form used to provide data and information regarding chemicals to be used and/ or discharged offshore.

HAZARD(S)


A condition or practice with the potential to cause harm to people, the ENVIRONMENT, property, or COMPANY reputation.

HSE BRIDGING DOCUMENT


A document agreed between CONTRACTOR and COMPANY as described herein this Appendix.

HSE MANAGEMENT SYSTEM


A framework of processes and procedures designed to ensure that an organisation identifies, analyses and controls HSE HAZARDS and RISKS and can conduct its operations in a way that protects HSE and delivers conformity to HSE-related LEGAL AND REGULATORY REQUIREMENTS. See also definition in NORSOK WA-S-006 regarding operating management system (OMS)

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 8 of 28

HSE PLAN	Documentation of CONTRACTOR'S plan for the HSE management of the WORK including elements specified in this Appendix.
HSE REQUIREMENTS	Requirements specified or referred to in this Appendix and in the CONTRACT relevant to HSE and HSE related LEGAL AND REGULATORY REQUIREMENTS.
INCIDENT	See definition in NORSOK WA-S-006. "INCIDENT" may be further defined by COMPANY in a notification under HSE and ESG performance reporting (Company Specific Section).
INCIDENT INVESTIGATION AND REPORTING PROCEDURE	A formal procedure used by CONTRACTOR to report the occurrence of an INCIDENT at the WORKSITE and the process for investigation of any INCIDENT including identification of facts and circumstances related to the event, determination of the causes, and development of remedial actions. The INCIDENT INVESTIGATION AND REPORTING PROCEDURE forms part of CONTRACTOR'S HSE Management System.
LEGAL AND REGULATORY REQUIREMENTS	Obligations established at any time by applicable legislation, regulation, administrative order, consent decree, contract (including the CONTRACT) or any other instrument enforceable by a court of law in the relevant jurisdiction. This includes binding commitments or obligations in any ENVIRONMENTAL and Social impact assessment, permit or equivalent documentation.
LOSS OF PRIMARY CONTAINMENT or LOPC	An unplanned or uncontrolled release of material from PRIMARY CONTAINMENT. "LOSS OF PRIMARY CONTAINMENT" may be further defined by COMPANY in a notification under Section HSE and ESG performance reporting (Company Specific Section).
MANAGEMENT OF CHANGE or MOC	A formal method used to manage and control changes.
MANAGEMENT SITE INSPECTION(S)	CONTRACTOR and/or COMPANY management site visits to conduct personal and PROCESS SAFETY inspections consistent with CONTRACT requirements.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 9 of 28

PERMIT TO WORK	A formal and detailed document containing location, time, equipment to be serviced, HAZARD identification, mitigation and precaution measures used, identifying persons authorising work and who is performing the WORK.
POSE LITTLE OR NO RISK TO THE ENVIRONMENT or PLONOR	A list of substances published by the Oslo-Paris Commission for the protection of the Marine Environment of the North-East Atlantic and its resources (also known as OSPAR Commission).
PRIMARY CONTAINMENT	A tank, vessel, pipe, rail car or equipment intended to serve as the primary container or used for the transfer of the material.
PROCESS SAFETY	Disciplined framework for managing the integrity of hazardous operating systems and processes by applying good design principles, engineering, and operating practices.
PROCESS SAFETY EVENT	<p>An unplanned or uncontrolled LOPC of any material including non-toxic and non-flammable materials from a process, or an undesired event or condition that, under slightly different circumstances, could have resulted in an LOPC of a material from a process. See also definition of Major accident statistics (process safety incidents) in NORSOK WA-S-006.</p> <p>“PROCESS SAFETY EVENT” may be further defined by COMPANY in a notification under Section HSE and ESG performance reporting (Company Specific Section).</p>
QUALITY INCIDENT	<p>An incident, nonconformity, event, or decision with unintended negative consequence on schedule or cost.</p> <p>Examples:</p> <ul style="list-style-type: none"> - Schedule: e.g., plan, process cycle time, lead time, milestone date, activity duration, etc. - Cost – e.g., production cost, production loss, downtime cost, purchase price, rework cost, storage cost, repair cost, replacement cost, transport cost, cost of exceeding quality requirements, etc.
RISK	See definition in ISO 31000.
RISK ASSESSMENT	Described in ISO 31000.

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 10 of 28

RISK REGISTER	A CONTRACTOR document identified HAZARDS and RISKS relating to the WORK. The RISK REGISTER details the RISK description, RISK evaluation in terms of impact and likelihood of occurrence, and identifies affected areas such as plant, process, people, and RISK MANAGEMENT MEASURES.
SAFETY CRITICAL EQUIPMENT	CONTRACTOR provided equipment, safety systems, devices, controls, or components that are designated to prevent, detect, control, mitigate a MAJOR INCIDENT, or facilitate the escape and survival of people.

4 Abbreviations

5 Operating Management System

5.1 Introduction

5.2 Policies, Standards and Objectives

5.3 Processes and Systems

5.4 Interface Between CONTRACTOR and Company

5.4.1 Quantitative Risk Analysis (QRA) and Emergency Preparedness Analysis (EPA) (Company Specific Section)

The following requirements are relevant for Contract Mode 1 and 2:


Quantitative Risk Analysis (QRA) and Emergency Preparedness Analysis (EPA) shall always be up to date and applicable for the WORK. COMPANY can request QRA and EPA updates at any time as deemed necessary.

5.4.2 Bridging Document (Company Specific Section)

The following requirements are relevant for Contract Mode 2. This may also be relevant for Contract Mode 1, depending on operation and activities.

Bridging documents can cover management systems, emergency preparedness, well control or governance.

- Bridging documents shall be established and used to ensure alignment of CONTRACTOR and company processes when different entities collaborate on a project, contract, or execution of work to define how management system elements shall be applied.
- The purpose of the bridging document is to formalise that company and CONTRACTOR have a clear understanding of roles, responsibilities and reporting lines. The document ensures that operations or projects are planned and executed in

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 11 of 28

accordance with both CONTRACTOR's and company's management systems, and that these systems do not conflict with each other.

- The bridging document shall be based on relevant risk assessments, MOC's and gap analyses
- The bridging document shall refer to existing management systems and contract requirements. The bridging document shall not include additional requirements.
- Both company and CONTRACTOR(s) shall assess and approve the bridging documents prior to commencement of the work.
- CONTRACTOR shall ensure that bridging documents are available to relevant stakeholders.
- CONTRACTOR shall contribute to regularly review of the bridging document, and to keep it updated, including any changes to contract scope of work, the requirements or company's and CONTRACTOR's management system.

5.5 Conditions Affecting the Qualification Status

5.6 CONTRACTOR's Qualification And Follow-Up Processes for SUBCONTRACTORS And Their CONTRACTORS

5.7 Sustainability (Company Specific Section)

CONTRACTOR shall perform the scope of work in a manner that minimises all negative actual and potential effects of their activities on the environment, local communities and stakeholders.

The CONTRACTOR shall share sustainability best practices, relevant for the Scope of Work with the company.

The CONTRACTOR shall ensure that SUBCONTRACTORS' sustainability performance aligns with the company's sustainability (ESG) policies.

The CONTRACTOR shall provide, relevant for the scope of work:

- description of CONTRACTOR's material impacts, risks and opportunities description of implemented or planned mitigation measures
- sustainability best practices

6 CONTRACTOR's Audit and Verification Programme


The following requirements are relevant for Contract Mode 1 and 2:

CONTRACTOR's current audit and verification programme shall be submitted to COMPANY for review no later than sixty (60) DAYS after CONTRACT Award.

The status of audit and verification activities, including design verifications, shall be updated on a regular basis by the CONTRACTOR and available for company on request.

6.1 Contract specific audit and verification programme

Upon request, the CONTRACTOR shall maintain a risk-based contract specific audit and verification programme, based on legislative and contractual requirements.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 12 of 28

The programme can be based on verification activities already ongoing, such as management visits, site review, verifications, audits, on site follow-up activities, HSSEQ inspections, tailored to the contract.

The status of audit and verification activities, including design verifications, shall be updated on a regular basis by the CONTRACTOR and available for company on request.

Findings and actions from audit and verification activities shall be available on request.

The company and CONTRACTOR may agree on common audit and verification activities.

6.2 Management Site Inspections Programme (Company Specific Section)

CONTRACTOR shall conduct regular management visits at sites to display management engagement, visibility and HSEQ commitment.

CONTRACTOR management visits to the company sites shall be agreed with the company.

7 Company's Audit and Verification Rights

The following requirements are relevant for Contract Mode 1 and 2:

The auditees shall cover their own cost related to audits and verifications carried out by the company.

7.1 Remote Inspections, Audits, and Verifications (Company Specific Section)

CONTRACTOR shall establish and implement technical and organisational functions to facilitate remote inspections, audits, and verifications.

Examples can be handheld camera with live feed to verifying body, inspector to be remotely instructed by verifying body, portable or handheld communication equipment for inspector, and digital meeting room.

Recordings from inspections, audits, and verifications at the auditee's site shall not be stored, unless agreed with auditee.

8 CONTRACTOR's Organisation

The following requirements are relevant for Contract Mode 1 and 2:

8.1 Organisation

CONTRACTOR personnel shall be able to communicate in Norwegian or English language if working at the company site.

CONTRACTOR shall ensure clear and adequate communication to all personnel involved in the work.


Breach of the working hour requirements shall be reported to company immediately.

If company has required removal of any personnel, CONTRACTOR shall not re-employ the personnel for company work unless approved by company.

8.2 Employee Involvement

8.3 Competence and Training

CONTRACTOR shall:

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 13 of 28

- document competence matrixes per discipline, group and individual;
- plan and document all training and courses required by the contract and scope of work;

Company shall have the right to review and approve or disapprove competence and experience prior to commencement of activities. PERSONNEL working in an offshore capacity shall fulfil COMPANY'S competency requirements as described in Aker BP doc. 73-001873 "73-001555 - Appendix A - Competence requirements for CONTRACTOR's personnel engaged to work for Aker BP". The document is also available on Aker BP website (<https://akerbp.com/wp-content/uploads/2025/05/73-001555-appendix-a-competence-requirements-for-CONTRACTORs-personnel-engaged-to-work-for-aker-bp-1.pdf>).

8.4 Experience Transfer

9 Health and Working Environment, Safety, Security, Social Responsibility including Human Rights and the Environment (HSE)

9.1 General

9.1.1 Introduction

9.1.2 Contract Specific HSE Plan

The following requirements are relevant for Contract Mode 1 and 2:

- CONTRACTOR'S HSE PLAN shall be delivered to COMPANY within thirty (30) days after the effective date of the CONTRACT or issue of CALL OFF ORDER(S).
- The HSE PLAN shall be submitted to COMPANY for review prior to commencement of the WORK.
- Any amendments to the document shall be submitted to COMPANY for review.
- CONTRACTOR shall define intervals for reviewing the HSE PLAN for effectiveness and accuracy.

9.1.3 Emergency Response Management

The following requirements are relevant for Contract Mode 1 and 2:


The CONTRACTOR shall have implemented an emergency response process and organisation.

CONTRACTOR shall participate in drills, exercises, and training related to the company emergency response plan when requested.

In case of an emergency incident, the CONTRACTOR management personnel shall establish contact with the company without delay. The CONTRACTOR representatives shall be available for the company emergency response organisation, mobilised within one (1) hour of such request.

CONTRACTOR shall plan and conduct drills and exercises of CONTRACTOR's emergency response plan.

CONTRACTOR shall participate in drills, exercises, and training related to the company emergency response plan when requested.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 14 of 28

9.1.4 Security

These requirements are applicable when the company has identified high criticality and high security risk for the contract scope.

This section replaces NORSOK WA-S-006 section “9.1.4 Security”.

The contractor shall comply with company security requirements.

The Contractor shall have implemented a risk-based security management system integrated into the contractor's overall management system.

The security management system shall have a holistic approach with regard to:

- Management of security risk
- Personnel security
- Physical security
- Cyber & information security

The contractor's security management system shall as a minimum cover:

- Governance and leadership
- Risk management
- Emergency plans, covering security incidents
- Performance evaluation
- Audits and verifications

9.1.4.1 Management of security risk

Contractor shall:

- Implemented process and methodology for identifying and assessing security risks in accordance with standards NS 5814/IOGP 555 or equivalent
- Establish a corresponding security plan in accordance with ISO 22342 or equivalent
- Provide security measures protecting the contractor and company against intended harm at a normal threat level
- Implement appropriate additional security measures if the security threat level relevant to the work increases
- Establish security training and awareness programmes for all employees
- Handle security related incidents and nonconformities

9.1.4.2 Personnel security


The contractor shall ensure that all personnel are eligible, suitable, and competent to access company assets, and shall address insider risk.

Contractor personnel with physical or digital access to company assets shall comply with company security standards.

The contractor shall ensure these individuals are trustworthy, aware of security responsibilities, and act securely.

The contractor's security management system shall cover:

- The entire employee lifecycle (from recruitment to offboarding)

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 15 of 28

- Assignment risk assessments and candidate suitability (including threat assessment, background verification, travel security, and ongoing vulnerability follow-up)
- Processes in accordance with NSM Grunnprinsipper for personellsikkerhet (in Norwegian only)

Contractor's assessments of personnel shall include background checks and evaluation of affiliation to high risk identified Norwegian intelligence and security services. In addition to personnel suitability, an evaluation of risk in role and project should be evaluated.

Contractor shall complete security assessments before access, updated regularly, and conducted transparently and without discrimination and according to GDPR.

The contractor shall notify company if contractor or their subcontractors use personnel with background or origin from countries designated as high.

9.1.4.3 Physical security

The following physical security requirements shall be covered in the contractor security management system: Processes and procedures to protect people, assets, and facilities from physical threats such as unauthorized access, theft, vandalism, natural disasters, and terrorism. It involves implementing measures that prevent or mitigate harm to tangible resources.

The contractor shall implement a system to manage access and admission for the contractor's premises. The system shall cover technical and operational measures/barriers related to deter, detect, delay deny, respond, etc.

9.1.5 Incident Management Systems

9.1.6 Notification and Reporting of HSE Incidents

9.1.7 Incident Investigation

The following requirements are relevant for Contract Mode 1 and 2:


The CONTRACTOR shall have a process for management and execution of investigations based on a method taking into account the interactions between Humans, Technology and Organisation.

The CONTRACTOR shall conduct investigations of incidents at CONTRACTOR's own facilities or within its own organisation.

- CONTRACTOR shall be responsible for the investigation.
- Company may participate in CONTRACTOR investigations related to the work.
- CONTRACTOR shall provide a competent investigation team and use recognised investigation methodology.
- CONTRACTOR shall give company access to the investigation report.

For work at company's site, company shall be responsible for the investigation.

- The CONTRACTOR may participate in or lead the investigation in agreement with the company.
- The CONTRACTOR shall support incident investigations being carried out by the company.
- The CONTRACTOR shall support the investigation:

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 16 of 28

- by provision of all relevant data, without limitations;
- with relevant personnel for interviews, statements and collaboration.

9.1.8 HSE and ESG performance reporting (Company Specific Section)

The following requirements are relevant for Contract Mode 1 and 2:

CONTRACTOR shall regularly report number of the following to the company related to the work:


- total working hours for all personnel;
- serious incidents, actual and potential;
- recordable injuries;
- recordable work related illnesses;
- accidental spills;
- management site inspections;
- serious security breaches;
- Material scope 1, 2 and 3 greenhouse gas emissions (tons of CO₂e), as agreed with company;
- Additional HSE and ESG goals and KPI's nominated by the CONTRACTOR suitable for the scope of work;
- Agreed ESG metrics to the company in a format and a frequency defined by the company;
- The environmental metrics shall include relevant data for the company's annual reporting to Norwegian Environment Agency.

Additional contract specific HSE performance reporting may be requested by the company.

Company may request that CONTRACTOR's SUBCONTRACTORS and their CONTRACTORS are included in the HSE performance reporting.

CONTRACTOR shall regularly analyse the HSE performance to identify trends and implement improvement actions.

The results of the HSE performance analysis shall be available to company upon request.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 17 of 28

9.2 Health and Working Environment, Safety

9.2.1 Health Service

9.2.2 Alcohol and Drugs

9.2.3 Preventing Substance Abuse

9.2.4 Working Hours

9.2.5 Work Environment Surveys

9.2.6 Chemicals

9.2.6.1 General

CONTRACTOR shall have an implemented process to ensure that all chemicals to be used in the work are evaluated for risks during transport, storage, use and disposal, including:

- eliminating hazardous chemicals or substitute these with less hazardous alternatives;
- ensuring that applicable and updated safety data sheets (SDS) are available in Norwegian and languages that are understood by the personnel performing the work
- ensuring that measures are taken to contain potential spillage

9.2.6.2 Chemicals - if working at company's site

When chemicals are brought to company site by CONTRACTOR, whether for own purpose or on behalf of company, CONTRACTOR shall be responsible for applying for company approval in due time before use.

CONTRACTOR shall ensure HOCNF documentation for all applicable chemicals.

HOCNF documentation shall be available to company in NEMS chemicals database.

CONTRACTOR shall notify company in case of chemical classification changes.

CONTRACTOR shall ensure that production chemicals affecting the environmental impact factor (EIF) shall be supplemented with chronic toxicity data on three trophic levels


The CONTRACTOR shall implement a system for delivering the most environmentally friendly chemical to the company.

Where relevant, the CONTRACTOR shall ensure the following:

- avoid use and discharge of black, red, yellow Y3 and Y2 chemicals, and
- seek use of green, yellow Y0 and Y1 products.

CONTRACTOR shall make available to company, on request:

- chemical hazard documentation to a minimum according to the UN GHS standard;
- ecotoxicology information equivalent to the World Bank EHS guidelines;

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 18 of 28

- ecotoxicological hazard documentation for chemicals discharged to the marine environment according to the OSPAR harmonised offshore chemical notification format (HOCNF).

9.2.7 Hazardous Exposure in Working Environment

9.2.8 Radioactive Sources

The CONTRACTOR shall comply with the company requirements and be responsible for obtaining the necessary permissions, competent resources and certificates for transportation, storage and use of radioactive sources.

The company and the CONTRACTOR shall immediately notify each other if any radioactive sources or protective shield are damaged, stuck or lost.

CONTRACTOR shall provide radioactive meters to verify and monitor radiation levels around locations of use or storage of radioactive equipment and materials.

Requirements regarding radioactive sources are located in 81-000919 Strålevern, and 81-001293 Håndtering av uønskede hendelser med radioaktive kilder og materiale.

9.2.9 Explosives

9.2.10 Prevention of Falling Objects

9.2.11 Safe Use of Lifting Equipment

9.2.12 Personal Protective Equipment

If working on AKER BP sites, contractor shall comply with "81-000702 Valg og bruk av personlig verneutstyr".

9.2.13 Employee Safety Representative

9.3 External Environment


9.3.1 General

The CONTRACTOR's management system shall be in accordance with

- **NS-EN ISO 14001**,
- **NS-EN ISO 50001** (as agreed with company)
- **NORSOK S-003** (as agreed with company)

CONTRACTOR shall, when relevant for the scope of work:

- identify the significant environmental aspects for the scope of work,
- develop and maintain a system for managing these aspects,
- perform a Best Available Technique (BAT) assessment for the scope of work in compliance with **Offshore Norge 147 - Recommended guidelines for Best Available Technique (BAT) assessments**.

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 19 of 28

- Utilize low-emission technology and be as energy-efficient as practicable when new energy-intensive equipment is introduced

9.3.2 Greenhouse gas emissions

The CONTRACTOR shall, if relevant, provide an overview of all greenhouse gases (GHG) emissions throughout the value chain for the scope of work, as agreed with the company.

Information required to comply with the climate quota regulations (EU ETS) shall be made available to company.

As agreed with company, the CONTRACTOR shall provide a carbon footprint declaration, compliant with ISO 14067 for products delivered under the scope of work totally exceeding 50 tonnes in weight. The documentation shall cover all phases of a product's value chain up to delivery to company. End use and final disposal may be included, if relevant.

If a carbon footprint declaration is not available, the CONTRACTOR shall:

- provide a date for delivery of such information, and
- describe upstream information and parameters required to assess the sustainability of the products, as agreed with company

9.3.3 Pollution

The CONTRACTOR shall report chemical consumption, discharges to sea and emissions to air for activities under Company's operational control, as requested by Company. The CONTRACTOR shall establish, review and update a measurement program annually if required.

The CONTRACTOR shall provide relevant input to company's authority applications, such as but not limited to:

- all planned usage and discharge of chemicals,
- emissions to air,
- rock dumping,
- installation activities,

See Norwegian Environment Agency guidance "Søknad om tillatelse for petroleumsvirksomhet" for further information and guidance.


9.3.4 Water

CONTRACTOR shall annually provide documentation for the scope of work on water withdrawal and consumption (in Sm³) in water stressed areas as defined by UN: When a territory withdraws 25% or more of its renewable freshwater resources.

9.3.5 Biodiversity

The CONTRACTOR shall manage the biodiversity footprint of the work according to the taskforce on nature-related financial disclosures (TNFD), where relevant, by:

- Minimizing the biodiversity footprint of their activities

	Aker BP Additional Requirements to NOROK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 20 of 28

- Providing an overview of the locations¹ and activities that are in or near biodiversity-sensitive areas, and whether CONTRACTOR's activities negatively affect biodiversity in those areas
- Avoiding activities in legally protected areas² or internationally recognized areas³
- Providing an overview of measures to avoid transfer of alien species
- Ensuring that SUBCONTRACTORS comply with relevant regulations to reduce adverse impacts on biodiversity
- Ensuring that any moves of activity into an important biodiversity area are approved by the company
- Establishing biodiversity protection and restoration programs

9.3.6 Circular economy

The CONTRACTOR shall ensure that relevant circular economy initiatives related to the work are identified, implemented and reported to the company.

Circular economy initiatives can be:

- improvement of product durability, reusability, upgradability and reparability,
- addressing the presence of hazardous chemicals in products and increasing their energy and resource efficiency,
- increase the recycled content in products, without compromising performance and safety,
- incentivizing product-as-a-service or other sharing models, or
- mobilizing the potential of digital platforms to reduce and document the environmental footprint of products and services.

9.3.7 Waste management

For work at the company's sites, the CONTRACTOR shall work in accordance with the company's requirements for the waste management system.

For work at the CONTRACTOR's sites, the CONTRACTOR shall have a waste management system.

The CONTRACTOR shall provide documentation of compliance and permits upon request from the company.


The CONTRACTOR shall ensure that the amount of waste generated by their activities is minimised.

The company reserves the right to approve the CONTRACTOR's waste treatment and disposal sites prior to use.

¹ Site is defined as the location of one or more physical installations owned or operated by the undertaking in accordance with definitions used in the European Sustainability Reporting Standards (ESRS). For this Specification, it may include manufacturing and construction infrastructure and office buildings.

² This Specification recognizes legally protected areas that meet the IUCN definition: "A clearly defined geographical space, recognized, dedicated and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values." For the purposes of this Specification, this includes areas proposed by governments for such designation.

³ Areas defined as UNESCO Natural World Heritage Sites, Key Biodiversity Areas, and wetlands designated under the Convention on Wetlands of International Importance (the Ramsar Convention).

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 21 of 28

The CONTRACTOR shall ensure that all hazardous and radioactive waste generated by CONTRACTOR from the work at company operated sites in Norway is electronically registered in www.avfallsdeklarerer.no.

9.4 Human Rights

9.5 Breach of Security, Safety and/or Working Regulations

9.5.1 Introduction

9.5.2 Orders, Prohibition Notices and Demands for Improvement

9.6 Work at Company's Site

9.6.1 General

The CONTRACTOR shall use a control of work (COW) process as specified by the company to plan the work, identify hazards, and assess risk, with appropriate risk management measures.

9.6.2 Emergency Response Management

See section 9.1.3

9.6.3 Work Permits and Identification

9.6.4 Notification and Reporting of HSE Incidents

9.6.5 Investigation of HSE Incidents

See section 9.1.7

9.6.6 Chemicals

See section 9.2.6

9.6.7 Working Hours


9.6.8 Employee Safety Representative

10 Quality Management

10.1 Quality Management System

10.2 Quality Plan

The following requirements are relevant for Contract Mode 2:

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 22 of 28

Changes in the quality plan shall be submitted for company review.

10.3 Inspection and Test Plan (ITP)

The following requirements are relevant for Contract Mode 2:

This section replaces NORSOK WA-S-006 section “10.3 Inspection and Test Plan (ITP)”

The inspection and test plan (ITP) is applicable for contracts which includes provision of equipment or materials.

CONTRACTOR shall establish and maintain an ITP at the time of purchase of equipment, materials or commencement of fabrication in accordance with the principles in NS-EN ISO 10005.

The CONTRACTOR shall submit to the company for review:

- generic ITPs no later than thirty (30) days after signing of contract or call off orders, and
- scope specific ITPs as soon as possible and no later than 30 days prior to start-up of the described activities, including activities performed by sub-CONTRACTORS.

Changes in pre-fabrication requirements that have consequence for the ITP, the ITP shall be resubmitted no later than 30 days after received change.

The ITP shall cover inspection and test activities performed by the CONTRACTOR and SUBCONTRACTORS.

Requirements and procedures for the inspection and test activities shall be defined in the ITP.

CONTRACTOR shall establish a process for including the company in CONTRACTOR's ITP activities, including the company's witness- and hold points.

CONTRACTOR shall notify the company of upcoming witness- and hold points at least five (5) working days in advance.

The ITP shall identify:

- witness points where the company shall be invited to witness the activity,
- hold points where the CONTRACTOR shall not commence the activity without the company or nominated personnel are present, unless otherwise agreed, and
- monitoring points where the company is informed prior to ITP activities.

Pre-production meetings and final inspections shall be pre-defined as witness points in the ITP.

The CONTRACTOR shall implement the company's hold, witness and monitoring points latest ten (10) working days before the first pre-production meeting.


The CONTRACTOR shall not start the work until the ITP has been reviewed by the company.

The company shall review the ITP for purchase orders for critical equipment to determine hold and witness points.

10.4 Quality Incidents and Nonconformities (Company Specific Section)

The following requirements are relevant for Contract Mode 1,2 and 3:

This section replaces NORSOK WA-S-006 section “10.4 Quality deviations”.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 23 of 28

CONTRACTOR shall maintain a system to systematically manage, track, control, and trend quality incidents and nonconformities, in CONTRACTOR and SUBCONTRACTOR products and processes throughout the work.

The CONTRACTOR shall upon request provide information to company of quality incidents and nonconformities related to the work.

CONTRACTOR shall without undue delay take actions at own cost to eliminate any detected nonconformities and remove or mitigate the cause(s) of quality incidents and nonconformities in order to prevent reoccurrence.

The CONTRACTOR shall perform a root cause analysis (RCA) of quality incidents when requested by the company.

The company shall have the right to participate in the RCA.

The CONTRACTOR shall make personnel, equipment, documentation, and recorded data available for the RCA.

10.5 Deviation Permit and Concession

The following requirements are relevant for Contract Mode 2:

The CONTRACTOR shall maintain a register of all concessions and deviation permits related to the work, including status of each.

10.6 Quality Records

10.7 Quality Performance Reporting (Company Specific Section)

The following requirements are relevant for Contract Mode 1, 2 and 3:

A set of quality performance indicators for the work shall be proposed and implemented in agreement with the company.

Upon request, the CONTRACTOR shall submit a quality report with the quality performance indicators, in a format and frequency as agreed with company.

The Quality report shall contain:


- a) General observation on Quality and performance of the Work;
- b) Summary of improvements actions;
- c) Summary of new Nonconformity Reports created during the period as well as Open Corrective and Preventive Actions;
- d) Summary of Nonconformity Reports closed during the period;
- e) Main root-causes eliminated during the period;
- f) Areas of concern regarding Quality area;
- g) A list of completed versus planned audit and verification activities, and
- h) A six week look ahead schedule for its Inspection Test Plan and Audit Verification Plan.

11 Risk Management

CONTRACTOR shall maintain a risk management system in accordance with NS-ISO 31000 and NORSOK Z-013.

The risk management system shall cover all disciplines.

CONTRACTOR shall ensure that personell performing the work are informed of the relevant risk exposure.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 24 of 28

Upon request, the CONTRACTOR shall use the company's risk management system when working on the company's site.

The risk management plan shall be communicated to the company in a timely manner to allow for review prior to commencement of the work.

Risks related to safety, security, external environment, working environment and harm to material assets shall be reduced to the extent possible, following the ALARP principles.

Key risks related to the work shall be regularly, monthly or otherwise agreed with the company, communicated to the company in a suitable format.

The company shall have the right to require insight into the CONTRACTOR risk registers and tools related to the work.

Upon company request, the CONTRACTOR shall participate in the company's risk management activities relevant for the work.

For larger contracts or deliveries the CONTRACTOR shall establish a risk management plan including:

- a description of the CONTRACTORs risk processes and requirements,
- planned risk management activities relevant for the work,
- methods and techniques used for performing those risk management activities,
- tools to be used to document and follow up risks and actions
- Reporting and escalation of risks to Company

12 Security Requirements for Offshore Delivery of Material

12.1 Material in Sealable Containers

12.2 Norwegian Oil and Gas Association Security Agreement

13 Special Requirements for Diving Projects (Company Specific Section)

13.1 General


The following Section shall be included in contracts where the Work involves diving operations.

Diving CONTRACTORs shall have implemented a diving safety management system in accordance with NORSOK U-100.

Diving operations shall be performed in accordance with:

- NORSOK U-100, NORSOK U-103
- Codes of practice: IMCA, DMAC and IOGP Guidelines for diving operations, IMO Diving Code
- Applicable recommendations issued by any competent authority having jurisdiction.

The CONTRACTOR shall provide suitable and satisfactory safe diving resources and facilities to carry out diving services associated with the Work and provide suitable unmanned submersible facilities for assisting deployment of acoustic navigation systems.

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 25 of 28

The CONTRACTOR shall provide a diving spread for continuous back-to-back 24 hours operation during saturation diving operation where divers change out at bottom during bell turn arounds at the subsea work location. The vessel shall be equipped with two hyperbaric lifeboats, each with capacity of 100 % of the divers.

The CONTRACTOR shall perform training and qualification of personnel, develop familiarisation programs, and perform familiarisation of all on- and offshore personnel as relevant for the Work.

13.2 Documentation

Prior to consent to dive applications, vessel verification activities and offshore diving operations campaigns, the documentation in 13.2.1 – 13.2.3 shall be issued by the diving CONTRACTOR.

- The CONTRACTOR shall maintain process for alignment of diving procedures and operations between the company, the CONTRACTOR and the vessel operators to ensure management of interfaces.
- The CONTRACTOR shall issue and maintain documentation for Diving Method Statements and Hyperbaric Emergency Contingency Plans for all relevant modes of the operation.

13.2.1 Documents to be provided for the Consent to Dive Application:

CONTRACTOR shall provide the following documents for the Consent to Dive Application to Company:


- Diving Method Statement
- Fact Sheet on up-to-date DSV/LDC/MRV/Other relevant vessels
- Compliance statements for Havtil HSE regulations and NORSOK Standard (U-100/ U-103/ R-003) for CONTRACTOR's management system and relevant vessels
- Organisation charts for vessels and project organisation
- Divers Safety Delegate Statement
- Responsible Competent Diving Doctor Statement (RCDD)
- CONTRACTOR – Company Undertaking Statement for Principal enterprise

Diving Method Statement should comply with regulatory requirements where such exist.

13.2.2 Documents to be provided prior to verification activities:

CONTRACTOR shall provide the following documents prior to verification activities:

- Diving system - IMCA Design Air D023
- Diving system - IMCA Design Sat D024
- ROV Audit Work ROV (IMCA R006, or equivalent)
- ROV Audit Obs ROV (IMCA R006, or equivalent)
- 3rd party certification of cranes, wires and lifting equipment
- Health Department verification report from the vessel covering medical status, emergency contingency training, hygiene, potable water and working environment
- Chamber atmosphere gas analysis reports and evaluations by the RCDD/health department
- List of the last 12 months Incident reports related to Diving, Marine, Crane & ROV System
- OVID Vessel assurance document

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 26 of 28

13.2.3 Documents to be provided prior to offshore operations campaigns

CONTRACTOR shall provide the following documents prior to offshore operations campaigns:

- Diving Crew & Hyperbaric Nurse Training and Certificate Matrix
- Letter of Appointments for Diving Supervisory Personnel
- Hyperbaric Evacuation Plan
- Emergency Contingency Bridging Document
- Emergency Notification Flowchart

13.3 Health service

The CONTRACTOR shall establish and maintain a health service organization that monitors, and controls work environment for all diving personnel. Requirements to the health service shall apply to subcontracted parts of the health service. The health service shall take part in planning and monitoring of all projects to prevent possible harmful effects on health. The health service shall contribute to the implementation of health promoting and preventive measures to educate other professional staff on conditions of relevance to health. The occupational health service shall be approved by the Norwegian Labour Inspection Authority. The health service shall be organized so that it remains professionally and medically free and independent in all issues concerning health and working environment. The CONTRACTOR shall document how responsibilities and duties are shared between the offshore part and onshore part of the health service. Professional and administrative reporting lines shall be clearly identified.

A responsible competent diving doctor (RCDD) shall be appointed as medically responsible for the health service. The RCDD shall be qualified in accordance with NORSOK U-100.

A nurse or physician authorized by the Norwegian health authorities shall be responsible for coordinating the work of the health service.

The CONTRACTOR shall establish and maintain a duty doctor system providing 24hours/7days of coverage during diving operations. Duty diving doctors shall be qualified in accordance with NORSOK U-100.

A hyperbaric trained nurse authorized by Norwegian Authorities with a diver medical certificate shall be present at all offshore diving operations. The nurse shall be qualified in accordance with NORSOK U-100.


The health service shall keep medical records in an electronic journal system enabling access for relevant health personnel to the patients' previous health contacts both onshore and offshore. Storage and accessibility to medical records shall comply with Norwegian regulations.

Vessel hygiene, vessel water quality and personnel first-aid training shall comply with relevant national and international standards. The CONTRACTOR shall clearly identify compliance.

13.4 Health surveillance

The CONTRACTOR shall organize health surveillance of divers and diving personnel. The contract of employment should within limitations of applicable laws and international agreements, instruct diving personnel to participate in the program for health surveillance.

The CONTRACTOR shall establish and maintain a system for monitoring of the health of divers on an individual basis in the short and long term, as part of an overall system for monitoring environmental factors known or expected to affect health. This program shall

	Aker BP Additional Requirements to NORSOK - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 27 of 28

include long term health surveillance of organ systems known to be affected by diving. The frequency and professional content of such examination shall be decided by the CONTRACTORs RCDD and meet established standards where available or otherwise meet a standard allowing long term health effects to be identified as early as possible.

The reporting and follow-up of long-term health examinations shall respect medical confidentiality. The CONTRACTOR's RCDD shall assess conditions of possible work-related illness and report work-related illnesses to national authorities and in the CONTRACTOR's internal follow-up system.

The CONTRACTOR shall have implemented a system for pre and post dive health examinations. The content of pre and post dive health examinations shall be decided by the CONTRACTOR's RCDD. RCDD shall assess and follow up the results from the pre and post dive health examinations.

13.5 Working environment

The CONTRACTOR shall establish a working environment committee for monitoring and follow-up of a sound physical and psychosocial working environment onboard their diving vessels in accordance with the Working Environment Act, chapter 7 and NORSOK-U100.

13.6 Safety representatives

The CONTRACTOR shall have a system for elected safety delegates and representatives in accordance with Norsok U-100.

13.7 Familiarisation

CONTRACTOR shall conduct tailored programs for familiarisation of personnel to the scope of work, relevant standards and regulations. Familiarisation shall be conducted prior to commencement of diving operations and shall be documented on an individual level. The familiarisation shall cover all involved personnel, including marine crew, project personnel, SUBCONTRACTOR personnel, company personnel and address all aspects of the operation.


Personnel who are new on the spread or covering a new (to them) position on-board, or who have not worked in the current position on this spread during the last twelve months, shall be thoroughly familiarized with relevant equipment, tools, routines, and operational and emergency procedures, prior to being given independent tasks and responsibilities.

Personnel joining the vessel or worksites during the work shall receive documented familiarization of the same quality as the personnel familiarized prior to start-up of offshore work.

The CONTRACTOR shall ensure that all diving personnel receive regular updated and relevant training and familiarization on experience from previous projects, developments within diving safety, diving medicine/physiology and diving technology. The training and familiarization process shall be documented.

13.8 Diving records

The CONTRACTOR shall maintain easily retrievable electronically based diving records for all diving performed. Diving records shall contain data on all relevant exposure parameters and be linked to each individual diver and allowing easy and cumulative reporting of diving activity for each diver.

	Aker BP Additional Requirements to Norsok - WA-S-006 - HSEQ Evaluation of Suppliers and HSEQ Requirements in Contracts		
	Doc. no.: 77-002121	Rev. no.: 3.0	Page: 28 of 28

13.9 Succession management

The CONTRACTOR shall facilitate career planning for diving personnel and establish a recruitment plan in order to achieve an optimal composition of the diving team regards to age, experience, competence, and professionalism. The company may accept that the dive team is including personnel in a trainee program.

13.10 Reporting

13.10.1 General

In addition of authority requirements, reporting and notification of undesirable incidents shall be handled in accordance with the requirements of Norsok U-100.

The CONTRACTOR shall notify the company's representative, as detailed in Norsok U-100, who shall ensure the event is reported to the company's onshore organization.

If required, the company onshore organization shall ensure that the event is reported to Havtil.

13.10.2 Special reporting requirements for diving operations

The CONTRACTOR shall report manned underwater activities to the company in accordance with regulatory and contractual requirements.

The CONTRACTOR shall have implemented procedures for notification to Havtil, Norwegian Maritime Authority and Norwegian Labour Inspection Authority.

The reporting system shall cover normal operations, notifications, reporting of accidents and near accidents and investigations.

13.10.3 Diving activity reporting

The CONTRACTOR shall establish reporting routines for diving activities according to Norsok U-100.